

The City Manager's Weekly Report provides updates on the status of City projects, programs and services.

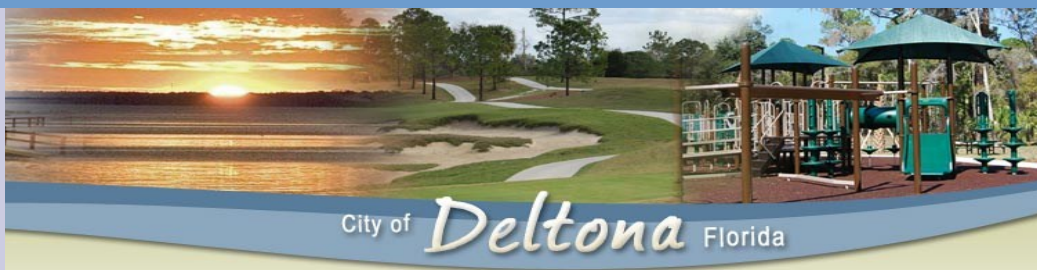


February 13, 2015

#### City Calendar

#### February:

14 3:00pm	Sweetheart Italian Dinner
16 6:30pm	Commission meeting
17 5:00pm	FF Pension Bd
6:00pm	AHAC committee
18 10:00am	FLOWmobile
7:00pm	P&Z Bd
19 5:30pm	Citizen Accessibility Sub
23 5:30pm	Commission workshop
24 5:30pm	Sr Advisory Subcom
25 5:30pm	Special Magistrate



## Deltona City Manager's Weekly Report

### BUILDING & ENFORCEMENT SERVICES

**DALE BAKER, DIRECTOR**

#### Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week	82
Valuation of work permitted for the week	\$830,521
Building Inspections completed for the week	261
Fire plan review completed for the week	9
Fire Inspections completed for the week	61

#### Enforcement Services Division:

Requests for services this week	335
Animals impounded at the humane societies	20
Properties requiring grass to be cut by contractors	2 (\$80)
Money collected for animal tags, liens and return to owners	\$2,332
Foreclosures for this week: Deltona – 26; County – 53; Total – 79.	

### CLERKS OFFICE

**JOYCE RAFTERY, CITY CLERK**

2nd Floor HR/CC Walk-In Customers	5
Newspapers	16 (8.5 hours)
Public Records Requests Received	5
Documents imaged or modified, pages	1129
Large scale drawings imaged, pages	0

### FINANCE DEPARTMENT

**BOB CLINGER, FINANCE DIRECTOR**

- ◆ Assets: A list of items for disposal at auction has been prepared for Commission approval; the Fiscal 2015 fixed asset inventory is underway.
- ◆ Grants: A Powerpoint presentation on Grants has been created for presentation to the Commission on March 23<sup>rd</sup>. The Land and Water Conservation Fund grant application period is February 16 thru 27—the Parks & Recreation Director and OED have discussed using that funding to develop trail head parks around the City.
- ◆ Auditors: Auditors are still performing their annual “check up”, and are working on the reconciliation of revenue and expenses regarding grant programs.
- ◆ CRA: The Selection Committee has been reviewing proposals for the SW Volusia Community Redevelopment Area consultant, and a meeting for the selection has been set for Monday, February 16<sup>th</sup>.

### FIRE/RESCUE DEPARTMENT

**MARK RHAME, FIRE CHIEF**

#### Alarm summary

Structure fire	2
Vehicle fire	2
Wild land, grass, trash	1

Misc. Fire	0
ALS Medicals	50
BLS & Misc. Medicals	75
Hazardous Condition	3
Service Calls	12
Good Intent	25
False Alarms	11
<b>TOTAL CALLS</b>	<b>181</b>



*CONGRATULATIONS! to Firefighter Tanya Paulk on becoming Lead Paramedic!*



*Deltona Fire Department participated in the West Volusia Youth Baseball Opening Day Parade.*

## HUMAN RESOURCES DEPARTMENT

Processed 6 Performance Evaluations and received 9 applications for 4 posted vacancies; processed 1 FMLA request, 1 short term disability claim and scheduled two "Fit for Duty" exams; set up 14 interviews for Utility Systems Tech and 3 interviews for Water Operator; processed 1 separation and exit interview for a Utility CS Tech.

## PARKS & RECREATION DEPARTMENT

**STEVE MOORE, DIRECTOR**

Community Center: Sweetheart Italian Dinner, Saturday, February 14<sup>th</sup>, 3:00pm.

Dewey O. Boster: Deltona Youth Soccer — Spring season starts March 2<sup>nd</sup>; Eggstravaganza, Saturday, March 28<sup>th</sup>, 10:00am. Staff have been busy mulching playgrounds, making various repairs to dugout and bleachers, painting concession windows and restroom in preparation for West Volusia Youth Baseball Opening Day on February 7<sup>th</sup>.

Dupont Lakes: Senior Softball Leagues.

Harris Saxon Community Center: Boys & Girls Club After School Care.

Keyesville Dog Park: Wags & Whiskers, Saturday, March 14<sup>th</sup>, 9:00am.

Vann Park: Deltona Little League season starts March 7<sup>th</sup>.

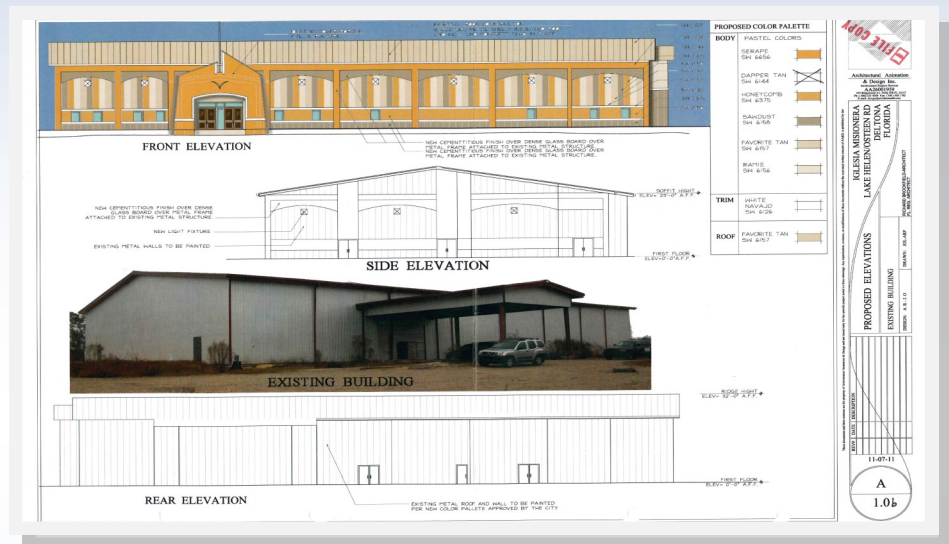
Wes Crile Park: Okinawan Martial Arts for all ages; Game Changers Basketball February 7<sup>th</sup> to March 28<sup>th</sup>.

## PLANNING & DEVELOPMENT SERVICES

**CHRISTOPHER BOWLEY, DIRECTOR**

- ◆ Attended the ground breaking ceremony for the WalMart Neighborhood Center and retail building. The ±60,000 SF combined commercial development is much needed in the City and this number does not include the Florida Hospital development within the BPUD.
- ◆ Reviewed the SR 415 corridor, which is being opened incrementally in segments. The expansion of this State roadway will change the landscape and development pattern of the east side of the City. Traffic congestion is already occurring in some segments.
- ◆ Reviewed the Top Shelf Center Lot 2 Final Plat and coordinated with the project surveyor. Reviewed the Honest 1 Auto Care Final Site Plan, as well.
- ◆ Made revisions to the OR (Office Residential) zoning district Ordinance No. 01-2015, per City Commission comments and coordinated with the City Attorney.

- ◆ Attended the Florida League of Cities Flood Insurance Seminar, which will assist the community as we become CRS-certified through FEMA.
- ◆ Attended the St. Claire Catholic Church pre-application conference to expand their development.
- ◆ Reviewed the Iglesia de Dios Pentecostal Church Conditional Use application.
- ◆ Attended the Comprehensive Impact Fee Study kick-off meeting with the consultant, who will look at the City's impact fee rates for transportation, parks & recreation, law enforcement, and fire/rescue services. Data collection has begun and is being supplied to the consultant to begin the effort towards updating the impact fee rates.
- ◆ Created a custom program in TrakIt for Code Enforcement to process applications more efficiently.
- ◆ The IMED Church building elevation was submitted (*below*), which shows the conversion of the existing building to the image shown conceptually. The site is being designed for flexibility for ultimate expansion of the church and related facilities.



## UTILITIES

### Customer Service

DW – Lockbox .....	2401
Ebox .....	1815
Call Center calls .....	1836
Walk-ins/Drop Box .....	1433
On-line payments .....	1991
IVR .....	1070
EFT .....	856
Total on Disconnect List .....	121

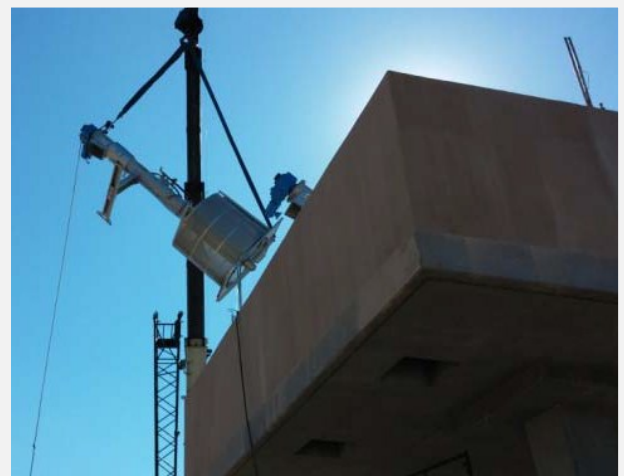


### GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

#### Progress on the Eastern Water Reclamation Facility:

*Below left — Floor joists are being welded to supports in the Operations Building.*

*Below right — Screens are being set in the pretreatment structure.*

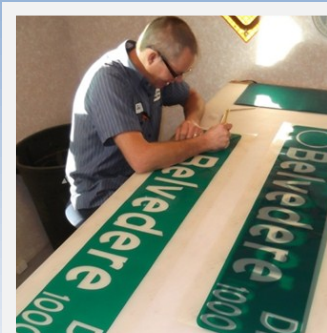
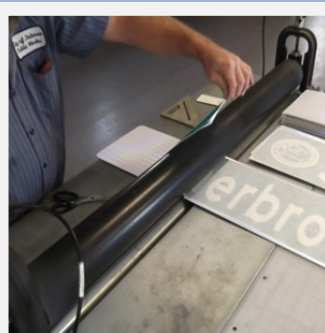
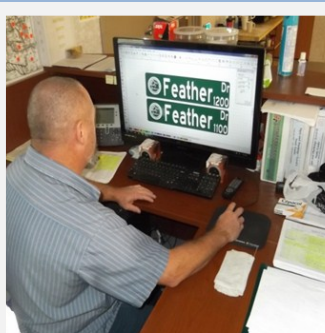
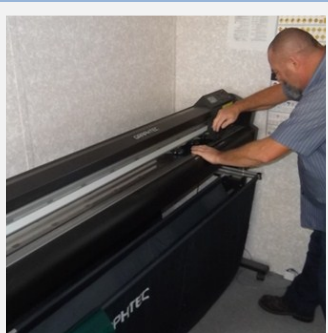




## PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

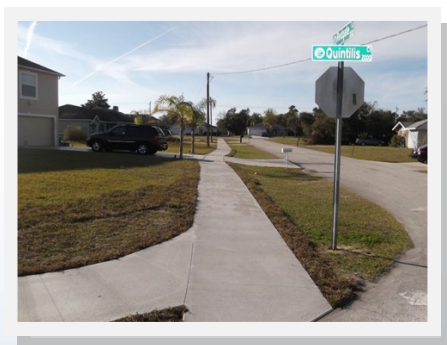
### Traffic Division:



*The Sign Shop repaired 47 signs, fabricated and installed 48 new street name signs.*

### Field Operations:

*Sidewalks were repaired on Humphrey Blvd and Ft Smith Blvd. Pictured below is new sidewalk construction on Quintilis Ct.*



*A trip hazard was ground out of a sidewalk on Courtland Blvd.*



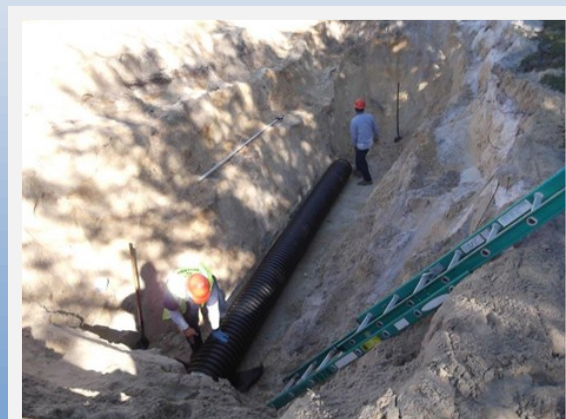
### Fleet Maintenance Division:

Repairs were performed on 35 vehicles and equipment and 4 Fire Department Station checks were performed.

### Stormwater Division:

Drainage improvements at 2062 Apricot Drive (*right*) are nearly complete. Sod and asphalt replacement will be completed next.

The next improvement project will be Gregory Drive/Pembroke Street drainage.



**Engineering:**

*Pictured right: Engineering Inspections/Monitoring work associated with a Site Engineering Permit issued for expansion of a business parking lot along Howland Blvd.*

**CITY MANAGER'S OFFICE****DALE BAKER, ACTING CITY MANAGER****Office of Economic Development (OED):** (Jerry Mayes, Economic Development Manager)

- ◆ Team Volusia EDC held their Annual meeting in Daytona Beach to plan the upcoming year's meetings. Topics that need defining: *"What's our target market sector and what do we need to address to prepare for it—the Activity Center? The Saxon/I-4 interchange? What business mix do we want to solicit for these sectors, and how do we prepare that sector to become a target market sector?"*
- ◆ Attended the Blue Spring Basin Management Action Plan meeting, regarding the status of the Spring and the areas within the basin affected by it. Also attended the Blue Spring Alliance Advisory Board meeting to plan for 2015 events.
- ◆ Events: Coordinated the Walmart Neighborhood Marketplace groundbreaking, the "Run for Your Heart" 5-K, and the Tractor Supply Company ribbon cutting.
- ◆ Met with Eli Schaperow (West Volusia Audubon Society Board) and Suzette Cameron and other Daytona State College staff, to work on formalizing birding trails within the conservation areas that surround DSC's Deltona Campus and City Hall.
- ◆ Received and began review/study of the Community Redevelopment Area 'Requests for Proposal' from the applicants.
- ◆ Met with Steve Kintner to discuss Joint City/Audubon projects. Steve is the Vice President for Conservation and the Society's 'chief volunteer' to the Lyonia Preserve. The Audubon Society has a "Memorandum of Understanding" (MOU) with the Lyonia Preserve, and the City seeks to have a similar MOU with the Audubon Society—this would allow the Society to utilize their volunteers and their 501(c)(3) status to raise funds for mutual projects with the City.



*Walmart Neighborhood Marketplace Groundbreaking ceremony*